

**Governing Board Meeting Minutes  
January 16, 2013**

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE APACHE JUNCTION FIRE DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, JANUARY 16, 2013. THE MEETING WAS HELD AT THE APACHE JUNCTION FIRE DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 5:31 P.M.

- A. Board Chairman Todd House called the meeting to order at 5:31 pm.
- B. Director Charlie Fox led in prayer.
- C. The Pledge of Allegiance was led by Director Barbara Cobb.
- D. Roll Call showed Board Chairman Todd House, Board Clerk Linda Shank, Director Barbara Cobb, Director Jeff Cross, and Director Charlie Fox as present.

Legal Counsel Donna Aversa, Fire Chief Paul Bourgeois, Deputy Chief David Montgomery, Deputy Chief Mike Farber, HR Director Alonzo Strange, and Board Secretary Rachel Krause were also present for the meeting.

- 1. *Review and approval of the December 19, 2012 board meeting minutes (BOD #2013-01-01)*

Motion by Director Cobb to approve the December 19, 2012 board meeting minutes. Seconded by Director Fox. Vote 5 ayes, 0 nays. Motion passed.

- 2. *Review and approval of the December 2012 financial reports (BOD #2013-01-02)*

Motion by Director Fox to approve the December 2012 financial reports. Seconded by Clerk Shank. Vote 5 ayes, 0 nays. Motion passed.

- 3. *Recognition of employee performance and/or achievements (BOD #2013-01-03)*

Chairman House stated that Fire Engineer Chuck Hanson, was receiving his Service Award for 10 years of service. He then read the list of January Service Anniversaries: Training Division Chief Rob Bessee, 12 years; and Fire Engineer John Christensen, 24 years.

Special Recognition:

Training Division Chief Rob Bessee stated that our crews interact with 400-500 patients per month, and some calls are very significant. On November 13, 2012 Station 265 C shift responded to Peralta Trails Elementary School for an unresponsive girl. The crew made good decisions on the care of the patient and went above and beyond helping the family that was present at the scene. Madison had a brain bleed and underwent brain surgery. Chief Bessee commended everyone in the process for helping to save Madison, and presented certificates to the Station 265 C shift crew, including Captain Jack Hafer, Engineer Jose Sepulveda, Firefighter/Medic Steve Gereg, and Firefighter/Medic John Walka; and from Southwest Ambulance Jim Tucci.

4. *Call to the Public.*

Larry Strand: he would like AJFD to come to Dolce Vita and present safety and defibulator training to their senior community. Chief Bourgeois stated that our public education specialist Tina Gerola would contact them to set something up.

5. *Consideration and possible approval of all consent agenda items listed below:  
(BOD #2013-01-04)*

a) *Approval of an updated lease agreement with Southwest Ambulance for crew quarters and associated facility space at AJFD Fire Station 264*

Deputy Chief Montgomery stated that this contract had not been updated since 2006. There are some housekeeping changes, makes the facility more sustainable to help keep Southwest Ambulance at our location, and gives AJFD more money toward utility costs.

Motion by Director Cobb to approve the consent agenda items for January 16, 2013. Seconded by Clerk Shank. Vote 5 ayes, 0 nays. Motion passed.

6. *Discussion and possible approval of the Fire District's Financial Statements and Independent Auditor's Report for the fiscal year ending June 30, 2012, as required by Arizona Revised Statutes §48-253, and as submitted by Anthony Lorenzo, CPA (BOD #2013-01-05)*

Chief Bourgeois introduced the auditor, Mr. Anthony Lorenzo to the Board. Mr. Lorenzo stated that his company works for the Board and would be presented with any findings. AJFD's was a clean audit – there were no errors found. Mr. Lorenzo discussed various information contained within both audit summary reports, and told the Board they were welcome to call him directly if they had any questions or concerns. He thanked Marie Pearce and her staff, that they were very helpful. The Board thanked Ms. Pearce for her work.

Motion by Clerk Shank to approve the Fire District's Financial Statements and Independent Auditor's Report for the fiscal year beginning on July 1, 2011 and ending on June 30, 2012, as submitted by Anthony Lorenzo, CPA and to direct staff to submit the auditor's report to Pinal County and Maricopa County as required by Arizona Revised Statutes §48-253. Seconded by Director Fox. Vote 5 ayes, 0 nays. Motion passed.

7. *Discussion and possible action regarding the purchase and installation of an integrated sound and multi-media system for use in the board room (BOD #2013-01-06)*

Chief Bourgeois stated that the public had requested to look into a sound system for the Board Room. Staff has looked at a variety of items, including a multi-media system, which would include a sound system plus other components including projectors, integrated speakers. A PA system would be less expensive, around \$1,000 for enough microphones and the speakers. Chief Bourgeois asked how the Board would like staff to proceed.

There was extensive discussion among the Board and staff. The Board would like to continue using the portable system that was set up for this meeting; have staff obtain quotes for both a sound system/microphone and for a multi-media system that would be able to integrate.

Call to the Public: Judy Novalsky – commended the Board for pursuing this; she has been asking for a sound system for over a year, the public can't hear what is going on in an open meeting. She stated the estimates in the packet are high and would like to see quotes.

8. *Review, discussion and possible action regarding the AJFD Governing Board By-Laws (BOD #2013-01-07)*

Director Cobb went through her suggested additions and deletions. There was some discussion among the Board and Legal Counsel Donna Aversa. Clerk Shank has changes also, and will have them for the next meeting. The Board would like this item on next month's agenda.

9. *Discussion and possible action regarding the approval and adoption of a planning calendar and process for the Fiscal Year 2013/2014 AJFD Revenue and Expenditure Budget (BOD #2013-01-08)*

Chief Bourgeois stated that Senior Leadership has worked out a planning calendar for the necessary steps for the FY2013-14 budget. There was some discussion among the Board regarding set dates. The July 1 meeting date allows Accounting to have balanced the end of the fiscal year, and enables AJFD to meet the payroll that week. Chairman House asked that the Board be advised if anything changes in the calendar.

Motion by Clerk Shank to adopt the Fiscal Year 2013/2014 Budget Planning Calendar as presented, and to schedule the July Governing Board Meeting for Monday, July 1, 2013 at 5:30pm. Seconded by Director Cross. Vote 5 ayes, 0 nays. Motion passed.

10. *Chief's Report (BOD# 2013-01-09)*

Information

AJFD, AJPD, and AJUSD working together to ensure the safety of our children; spoke at the City Council meeting

Regional Tour and Training for the Board is coming up

Station 265 Open House is 2/16

Recruit Academy starts 2/4

Renaissance Festival is 2/9 to 3/31

Lost Dutchman Marathon is 2/17

Technology: iPads are being purchased for the Board

Compromised Staffing Plan: discussed how a four-person constant staffed model is not sustainable this fiscal year, how Senior Staff is addressing

Training:

Captain's Conference 1/3

Arizona Resuscitation Academy 1/18

Senior Leadership Team Summit 1/23

Labor Management Initiative Conference 1/24-25

Platform Truck Training 1/18-23

3<sup>rd</sup> Annual Pancake Breakfast – Local 2260 and AJFF Ladies Club raised \$2,305 for the Wounded Warrior Project

Station 265 was featured in the December 2012 edition of *Fire Chief* magazine, and won a Notable Mention in the Station Style Design Awards

Notable Calls:

Fire on 12/23/12, B-261 helped arrange for essential items for the resident

Car into a home 1/7/13, C shift crews helped shore up awning/roof that was hit by the car

Thank you letter for B-263 from spouse of a patient

Kachina Kraft Club donated \$300 to AJFD

La Hacienda RV Resort donated \$3,900 to AJFD

11. *Announcements (BOD# 2013-01-na)*

Clerk Shank stated that on February 12, Rural Metro was holding a Celebrate Survival ceremony at 0900. Chief Bessee will forward the invitation to the Board.

12. *Adjourn (BOD# 2013-01-10)*

Motion by Director Fox at 7:12 pm to adjourn the meeting. Seconded by Director Cobb. Vote 5 ayes, 0 nays. Motion passed.

Board Approval:

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Todd House, Chairman

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Linda Shank, Board Clerk

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Barbara Cobb, Director

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Jeff Cross, Director

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Charlie Fox, Director

*Rachel Krause*